

Maintaining Your Military Record & Preparing for Boards (for Medical Staff)

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Responsibility

- Who is responsible for maintaining your record?



YOU ARE!



Healthcare for Fleet

NAVADMIN 229/00

SUBJ/ELIMINATION OF THE OFFICER FIELD
SERVICE RECORD (OFSR) FOR ACTIVE DUTY
OFFICER//

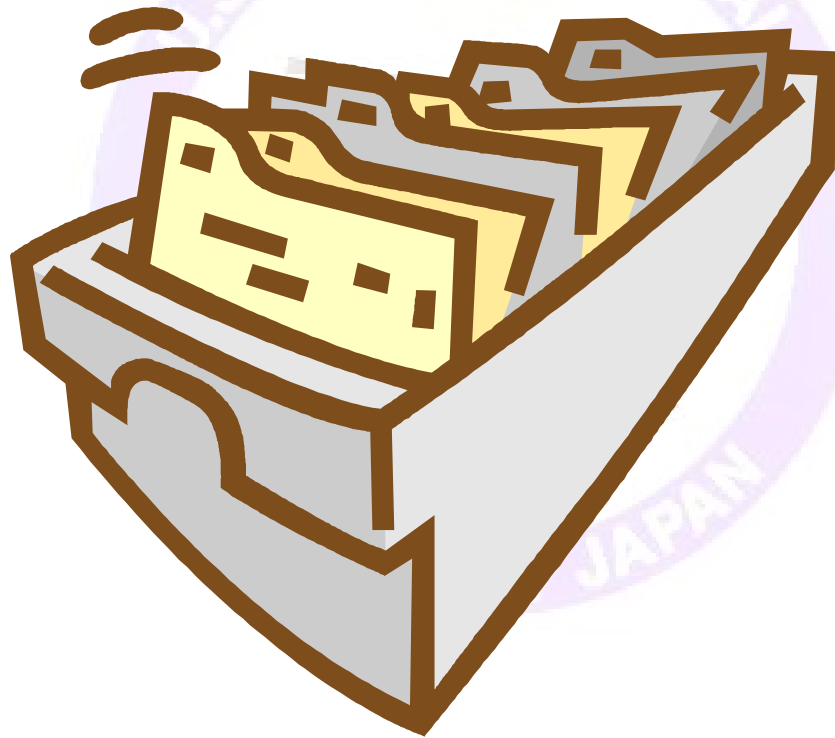
<http://www.npc.navy.mil/NR/rdonlyres/FCE0DC13-43A5-4CAD-B515-AD8D6B70F536/0/nav00229.txt>

2. NAVAL OFFICERS HAVE ALWAYS BEEN CHARGED WITH THE RESPONSIBILITY OF KEEPING THEIR PERMANENT PERSONNEL RECORDS UP-TO-DATE. WITH THE ELIMINATION OF THE OFSR, THIS RESPONSIBILITY WILL TAKE ON EVEN GREATER IMPORTANCE.

THEY ARE ALSO ENCOURAGED TO MAINTAIN COPIES OF ANY DOCUMENTS PREVIOUSLY KEPT IN THEIR FIELD SERVICE RECORD.



So where do you start?



Getting Organized . . .

What will you need?

- Patience
- Document box
- File folders
- Floppy disks
- Records relevant to your military service



Gather your records . . .

What should be included?

- Military history
- All fitreps, brag sheets
- Awards
- Officer Data Card (ODC)
- Officer Summary Record (OSR)
- Performance Summary Report (PSR)
 - Other relevant documents . . .



Getting Organized . . .

File folders and contents

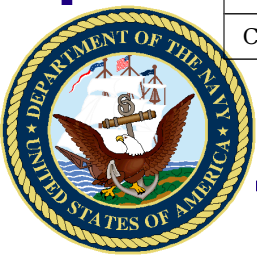
- Military history
- Personnel record
- Fitreps
- Promotion information
- Professional
- Orders
- Pay
- Leave / TAD
- Training
- PFA
- Awards



Getting Organized . . .

File Folders – Military History (MS Word table on floppy disk)

Date of Rank	Aug. 13, 1995	x
Date of Commission	Aug. 13, 1999	x
OSU Division Officer (supervised 10 enlisted, 1 civilian; facility produces ~5000-8000 spectacle orders per month, managed a \$789,000+ OPTAR,)	Apr. 2001	May 2002
Recruiting TAD to San Francisco – successfully recruited 2 scholarship students	Sept. 20, 2001	Sept. 23, 2001
Coordinated a lens exchange to balance OSU stock – overall, 9,753 pairs of lenses were returned amounting to \$25,260 in savings from excess stock ordered.	Jan. 25, 2002	x
USNS Mercy Inventory – assessment and report of spaces & AMAL	Aug. 23, 2002	x
PRT Spring	May 12, 2003	x
Kinnick High School Optometry presentation	Oct. 23, 2003	x
OOD Watchstander Coordinator -improvements made include . . .	June 1, 2004	July 2, 2005
Red eye assessment and treatment training to USS Kitty Hawk corpsmen and providers (2 sessions)	July 7, 2004	July 14, 2004
Yokosuka Middle School screening – screened 158 children	Oct. 12, 2004	Oct. 13, 2004
Total clinic visits for 2004 = 2256. A 19% increase over the previous year.	Dec. 31, 2004	x
CBRNE EMPRC Clinicians Course (NMETC-CBRNE-CC-2.0) Instructional Hours 12.5	Mar. 30, 2005	x



Think Results!

Healthcare for Fleet

Your Military History

- Accomplishments, professional duties, leadership, collateral duties, special projects, training, presentations, mentoring, volunteer service, etc.
- **Actions – results – impact**
- Quantify with data
- Update frequently (monthly) and include **ANYTHING** that makes you look good



Getting Organized . . .

File Folders – Personnel Record

- CD ROM (microfiche)
- Officer Summary Record (OSR)
- Officer Data Card (ODC)
- Record management info
- Corrections submitted
- **Khaki Photo** (rescinded w/ NAVADMIN 224/05)



Getting Organized . . .

File Folders – Fitreps

- Fitreps (ensure sequential dates)
- Brag sheets
- Performance Summary Record (PSR)
- Navfit files (floppy)



Getting Organized . . .

File Folders – Promotion Information

- Fitrep writing information
- Sample fitreps
- Promotion board feedback
- Promotion statistics
- Board information
- Board correspondence
- Lineal list



Getting Organized . . .

File Folders – Professional

- Copies of degrees, certifications, transcripts
- Specialty Qualifications
- License info / privileges
- Performance appraisal report (PAR)
- Record reviews
- Job history
- Special projects
- Position descriptions
- Curriculum vitae / resume
- Collateral duty info
- Appointment letters
- Volunteer info



Getting Organized . . .

File Folders – Orders

- Original / copies of orders
- Extension letters
- Detailer correspondence



Getting Organized . . .

File Folders – Pay

- Copies of Leave and Earnings Statements (LES)
- Pay history, pay charts
- Special pay documents
- CFC donation information
- TSP documents

Purge when no longer needed . . .



Getting Organized . . .

File Folders – Leave / TAD

- Leave / TAD / Special Liberty chits
- TAD orders
- Travel vouchers, reimbursement documents

Purge when no longer needed . . .



Getting Organized . . .

File Folders – Training

- Copies of certificates (CE, CME, GMT, NKO / online courses, classes)
- Military and professional development (BMDOC/AMDOC, CBRNE, SMORT, Dept. Head, IOLC, SOLC, etc.)
- Career Flow Points



Getting Organized . . .

File Folders – PFA

- PRIMS printouts
- PFA / FEP documents



Getting Organized . . .

File Folders – Awards

- Awards, certificates
- Documentation authorizing medals, unit awards, etc.
- Brag sheets
- Award templates



Missing Anything?

- Request copies of items from your permanent personnel record from PERS-313
- Instructions available:
 - http://buperscd.technology.navy.mil/bup_updt/508/milpers/1070-150.htm



What do you need first?

- Common Access Card (CAC)
 - Required to access many websites
 - Card reader (i.e. ActivCard)
 - PIN
 - Activate, changes, renewal via local PSD
- Register at BUPERS Online





For help call 1-800-951-NAVY

[Bureau Of Naval Personnel Online](#)

User Logged in: HILL WILLIAM ANTHONY

- [App List]
- [Update Info]
- [Change Password]
- [Helpdesk Area]
- [Help]
- [FAQ]
- [Comments]
- [Privacy Policy]
- [Sign Out]

Click on the icon for more information.



Now you are organized . . .

What next?

- Order CD-ROM (aka microfiche / Official Military Personnel File – OMPF)
 - BUPERS Online
 - <https://www.bol.navy.mil/>
 - Order online (mailed to command) or print request (mailed to alternate address)
 - One request every 90 days
 - Online access (Web Enabled Record Review – WERR – future implementation, when?)



BOL Application Menu

[App List]
[Update Info]
[Change Password]
[Helpdesk Area]
[Help]
[FAQ]
[Comments]
[Privacy Policy]
[Sign Out]

Click on the  icon for more information.

- WILMA Family Support Registration
- Katrina Family Support Registration
- Rita Family Support Registration
- Advancements
- Application Status
- ARGUS Reporting
- ARGUS Survey
- ARPR/ASOSH Online
- FITREP/Eval Reports
- Military Locator System
- NavPers Legacy & ITEMPO
- Navy Diversity Calendar
- Navy Personnel Command
- NMCMPS
- ODC, OSR, PSR, ESR
- PRIMS
- Request Record on CD
- Selective Production of Records
- Update Race/Ethnicity Preference
- View My Permanent Record
- View Orders

Review CD-ROM / Official Military Personnel File

- Document submission guidelines (lists required documents)
- BUPERSINST 1070.27B (26 AUG 2005)
 - http://buperscd.technology.navy.mil/bup_updt/upd_CD/BUPERS/INSTRUCT/107027.pdf
- MILPERSMAN 1070-170 (22 AUG 2002)
 - http://buperscd.technology.navy.mil/bup_updt/508/milpers/1070-170.htm



Review CD-ROM / Official Military Personnel File

- Check all fitreps
 - Do dates correlate with PSR?
 - Gaps?
 - Signed?
 - Legible?



Review CD-ROM / Official Military Personnel File

- Check other documents
 - Legible?
 - Erroneous documents – are they yours?
 - Determine what needs to be added, deleted or changed



Review CD-ROM / Official Military Personnel File - Corrections

- Making updates, corrections
 - *Directions provided on CD-ROM*
 - Records Management FAQs
 - <http://www.npc.navy.mil/CareerInfo/RecordsManagement/FAQ.htm>
 - Single vs. group submissions, where to send; single-sided, identify all pages w/ SS#



Review CD-ROM / Official Military Personnel File – Records Support

- Records Support Branch

<http://www.npc.navy.mil/CareerInfo/RecordsManagement/>

- The Records Support Branch (PERS 312) provides Navy service record and mainframe automated record support services.
- Mailing Address:
Navy Personnel Command
PERS 312
5720 Integrity Drive
Millington, TN 38055-3120
- Phone: (901) 874-3351, DSN: 882-3351
Fax: (901) 874-2851, DSN: 882-2851



Review CD-ROM / Official Military Personnel File

- Corrections can be submitted to a board but also must be submitted to your personnel file
- Correction of Naval Records
SECNAV 5420.193 (19 Nov 1997)
 - <http://neds.daps.dla.mil/Directives/s5420193.pdf>



ODC, OSR, PSR

- Officer Data Card, Officer Summary Record, Performance Summary Record
- Available at BUPERS Online
 - <https://www.bol.navy.mil/>
- Sign in w/ CAC and password
- Ensure e-mail address is correct



LOGOUT

Officer Personnel Record Summaries

BACK



Active Duty Personnel Records Selection Menu

[Officer Data Card \(ODC \)](#) - View and/or Build change requests to update ODC content.

[Performance Summary Record \(PSR \) - Overview](#)

PSR PART I ~ [Officer Summary Record \(OSR \)](#)

PSR PART II ~ [Officer FITREP Summary \(Pre-1996 Form \)](#)
(PSR Online Not Yet Available, PDF Version only)

PSR PART III ~ [Officer FITREP Summary \(1996 to Present\)](#)

Officer Data Card - ODC

- Includes: Designator, rank, dependent information, education, past duty stations, etc.
- Explanation of ODC:
 - <https://secure.bol.navy.mil/ccdreports/Docs/NavPers.htm>
 - Navpers 15839I (Code descriptions, etc.)
 - http://buperscd.technology.navy.mil/bup_updt/upd_CD/BUPERS/OFFCLASS/OfficerManMenu.htm



Officer Data Card - ODC

- Print in PDF Format to review (prints on 1 page)
- Follow directions on website
- Click on items to change
- Click to add items
- Provides instructions on how, what, where to submit documentation on changes/additions.

**** Ensure email address is correct****



**ODC Online
Navigation**[General Data](#)[Previous Service / Aviator-Nuclear Specialties](#)[Promotion History](#)[Education Section](#)[Designator, Quals & Subspecialties](#)[Current Duty](#)[Chronological History Navy Officer Classification](#)[Misc.](#)
**General Data - Blocks 1-8, 14-25****As Of : 09-24-05**

<u>1. SSN:</u>	<u>2. NAME:</u>	<u>3. SEX:</u>	<u>4. DESIG:</u>	<u>5. GRADE:</u>	<u>6. YRG:</u>	<u>7. PREC. NO.:</u>	<u>8. BIRTHDATE:</u>

<u>14. PRD:</u>	<u>15. ELC/D:</u>	<u>16. PEBD:</u>	<u>17. SD:</u>	<u>18. ER:</u>	<u>19. ACBD:</u>	<u>20. ADSD:</u>	<u>21. CURRGAIN:</u>	<u>22. PSD:</u>

<u>23. MSR-1:</u>	<u>24. SOURCE CODE:</u>	<u>25. DEPENDENTS:</u>

Previous Service/Aviator/Nuclear Specialties - Blocks 9-13, 26-35, 41-48**Previous Service and Qual Overview - Blocks 9-13**

<u>9. PLSD:</u>	<u>10. PREV. MIL. SERVICE</u>	<u>11. SS:</u>	<u>12. HTA:</u>	<u>13. NFO:</u>
-	-	-	-	-

Aviator Service Info - Blocks 25-35

Officer Summary Record - OSR

- Includes: Designator, DOB, Year Group, Promotion dates, Current Duty Station, Present Billet Title, Education history, Service Schools Attended, Active Duty Base Date, Previous Military Service, Personal Awards and Special Qualifications
- Explanation of OSR:
 - [https://
secure.bol.navy.mil/ccdreports/Docs/OSR.htm](https://secure.bol.navy.mil/ccdreports/Docs/OSR.htm)



Officer Summary Record - OSR

- Print in PDF Format to review (prints on 1 page)
- Follow directions on website
- Click on items to change
- Click to add items
- Provides instructions on how, what, where to submit documentation on changes/additions.

**** Ensure email address is correct****





BACK



Name	YG	Date Processed	SSN	Designator	Date of Birth	Age	Prof. Serv. Date

CAPT	CDR	LCDR	LT	LTJG	ENS	W-2

<u>Present Duty Station Title</u>	<u>Present Billet Title</u>

[illegible]

Sub-Specialty

FITREP Continuity Report

- Checks for continuity, errors in FITREP timeline
- Flags missing periods





- [App List]
- [Update Info]
- [Change Password]
- [Helpdesk Area]
- [Help]
- [FAQ]
- [Comments]
- [Privacy Policy]
- [Sign Out]

Click on the  icon for more information.

- | | | | |
|---|--|---|---|
|  | Katrina Family Support Registration |  |  |
|  | Advancements |  |  |
|  | Application Status |  |  |
|  | ARGUS Reporting |  |  |
|  | ARGUS Survey |  |  |
|  | ARPR/ASOSH Online |  |  |
|  | FITREP/Eval Reports |  |  |
|  | Military Locator System |  |  |
|  | NavPers Legacy & ITEMPO |  |  |
|  | Navy Diversity Calendar |  |  |
|  | Navy Personnel Command |  |  |
|  | NMCMPS |  |  |
|  | ODC, OSR, PSR, ESR |  |  |
|  | PRIMS |  |  |
|  | Request Record on CD |  |  |
|  | Selective Reenlistment Bonus |  |  |
|  | Update Race/Ethnicity Preference |  |  |
|  | Uniform Survey |  |  |
|  | View My Permanent Record |  |  |
|  | View Orders |  |  |

Performance Summary Record - PSR

- Includes: Dates, traits, averages, reporting senior, etc. for all fitreps
- Compare to signed FITREP copies for accuracy
- Explanation of PSR:
 - <https://secure.bol.navy.mil/ccdreports/Docs/PSR.htm>



Performance Summary Record - PSR

- Cannot make corrections via website
- Corrections made through PERS-311
- PSR FAQs:
 - <http://www.npc.navy.mil/CareerInfo/PerformanceEvaluation/FAQ.htm>



Performance Summary Record



PSR For :

Designator/Rate :

SSN :

As Of :

[Click here for History of Traits Assigned](#)

From 092699 To 110599

PG	Duty Station Name	Duty Type	From	To	# of Months	Reporting Senior Name	PG	Title

Associated Grades for the above duty dates

Members Trait Grades					Averages for traits				Promotion Recommendation					Misc
1	2	3	4	5	IND	SUM	R/S	CUM	SP	PR	P	MP	EP	RPT Type

From 110599 To 013100

PG	Duty Station Name	Duty Type	From	To	# of Months	Reporting Senior Name	PG	Title

Associated Grades for the above duty dates

Members Trait Grades					Averages for traits				Promotion Recommendation					Misc
1	2	3	4	5	IND	SUM	R/S	CUM	SP	PR	P	MP	EP	RPT Type

Navy Personnel Command (NAVPERS)

- <https://www.npc.navy.mil/Channels/>
- Lots of information!
 - Detailer contact information
 - Link/Perspective Magazine
 - <http://www.npc.navy.mil/ReferenceLibrary/Publications/LinkPerspective/LINK-Perspective+Archives.htm>
 - Everything you need to know about Boards.



Navy Personnel Command (NAVPERS)

- Information on Boards
<https://www.npc.navy.mil/Boards/ActiveDutyOfficer/>
 - Board numbers
 - Corresponding with boards
 - Board membership
 - Precepts
 - Release tracker
 - Selection list
 - Board statistics
 - Sample letters to the board
 - Lineal number / zone determination



Board Discrepancy List

- http://www.persnet.navy.mil/pers32/discrep/Board_name_req.asp
- Generated 6-9 weeks prior to a board (may not reflect documents recently submitted.)
- Provides information on how to submit updates
- Information sent to a board is not added to your permanent record – it is for use only by the board!



Submitting Documents to a Board

- Active Duty Officer Promotions
 - <https://www.npc.navy.mil/Boards/ActiveDutyOfficer/>
- For questions concerning Active Duty Officer Promotion Boards, contact the NPC Customer Service Center at (866) 827-5672 or by e-mail: CSCmailbox@navy.mil



Status of Documents Submitted to a Board

- Navy Personnel Command (Sailor's Response Center)
 - https://npc.jax.disa.mil/OA_HTML/npc.html
 - Shows date received, status, etc.



ORACLE

Sailors Response Center

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Welcome

Personalize: - [Content](#) [Layout](#)

Alerts

[Edit](#)

Service Requests

[Edit](#)

No alerts are currently available.

No.	Account Number	Date Created	Request Summary	Last Update Date	Status
-----	----------------	--------------	-----------------	------------------	--------

[More](#)[Home](#) | [Answers/Support](#) | [Home](#) | [My Account](#) | [Sign Out](#) | [Help](#)

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Board Results Tracker

CURRENT LOCATION & LAST UPDATE ARE REFLECTED. The Status of the Record of Proceedings (ROP) for this board was last checked for movement on 26 Sep 2005. The date into the Senate is a correction.

FY-06 Active Duty O-4 Staff		
DATE IN	DATE OUT	LOCATION
08-Sep-05	-	Senate Confirmation
17-Aug-05	25-Aug-05	President
N/A	19-Aug-05	Select Message Released
09-Aug-05	17-Aug-05	Secretary of Defense
08-Aug-05	09-Aug-05	Secretary of the Navy
07-Jul-05	08-Aug-05	Chairman Joint Chiefs of Staff
25-Jun-05	05-Jul-05	CNO
24-Jun-05	25-Jun-05	VCNO
13-Jun-05	24-Jun-05	Judge Advocate General
31-May-05	10-Jun-05	Chief of Naval Personnel
09-May-05	11-May-05	Board Convened/Adjourned



Navy Department Awards Web Service (NDAWS)

- <https://awards.navy.mil>
- Awards Information
 - Query personal awards
 - Query unit awards (find awards given after leaving a command)
 - Provides information on how to add missing awards



Sailor/Marine American Council On Education (SMART) Transcript

- <https://smart.cnet.navy.mil/>
- Transcript of training
 - Leadership courses
 - GMT transcripts
 - NKO courses
 - Can request official transcripts
- How to make corrections, etc.



Navy Training Management and Planning System (NTMPS) Electronic Training Jacket

- <https://ntmpsweb.ntmps.navy.mil/e/tjclient/login.aspx>
- Career summary
 - Administrative data, education, language skills, AQD/subspecialty, qualifications, awards, training, career history, etc.



**Officer**

Admin Data

NOBCs

Education

Language Skills

AQDs/Sub-Specs

Quals/Certs

Awards

Training

Career History

IBFT Training

Print Jacket

Logoff



For Official Use Only - Contains Privacy Act Data

Administrative Data

Name: LT HILL WILLIAM ANTHONY**Current Activity:** N68292 NAVHOSP YOKOSUKA**Desig:** 2300**Parent Activity:** N68292 NAVHOSP YOKOSUKA**BSC:** [REDACTED]**Pending Activity:** N/A**Received Onboard:** 05/07/2003**Year Group:** 1995**Clearance Eligible:** [REDACTED]**Projected Rotation:** [REDACTED]**Officer Precedence:** [REDACTED]**Invest Completion Date:** [REDACTED]**Prospective Gain:** [REDACTED]**ADSD:** [REDACTED]**Clearance Auth:** [REDACTED]**DOR:** [REDACTED]**PEBD:** [REDACTED]**Date Granted:** [REDACTED][About NTMPS ETJ](#) [Problems With Your Data?](#) [Comments/Suggestions](#) [DOD Warning](#) [FAQs](#) [What's New](#) [Acronyms](#) [Change PIN](#)

Navy Training Management and Planning System (NTMPS) Electronic Training Jacket

- Making Corrections
 - <https://ntmpsweb.ntmps.navy.mil/etjclient/DataProblems.aspx?StylePath=Styles/ncc@cnet.navy.mil/>



Confused??

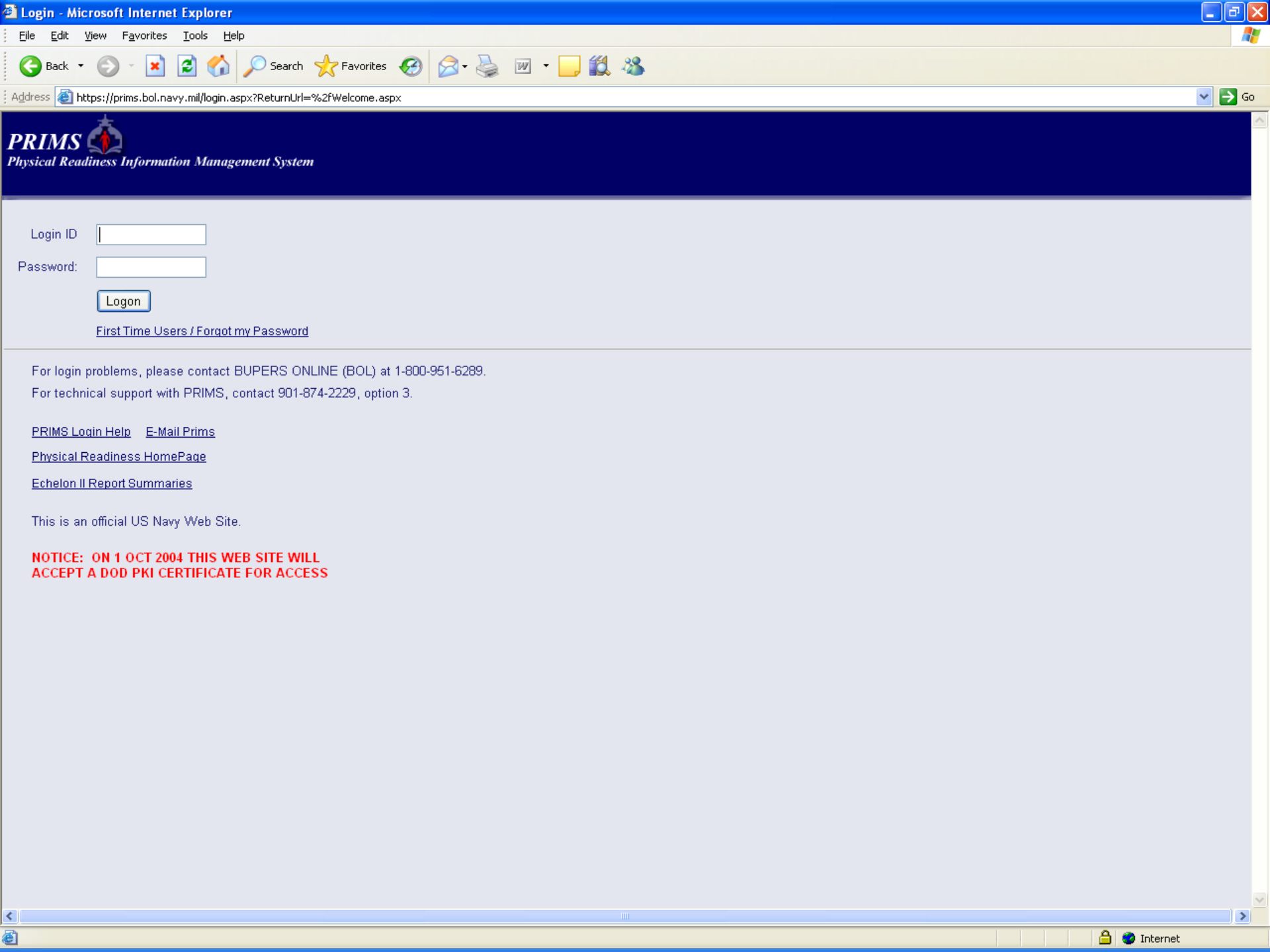
- Many Information Systems
 - How are they linked?
 - How do they communicate with each other?
 - Master database?



Physical Readiness Information Management System (PRIMS)

- <https://prims.bol.navy.mil/login.aspx?ReturnUrl=%2fWelcome.aspx>
- PRT, BCA, FEP results/reports
- Physical Activity Risk Factor Questionnaire (PARFQ)





PRIMS

Physical Readiness Information Management System

Login ID

Password:

[First Time Users / Forgot my Password](#)

For login problems, please contact BUPERS ONLINE (BOL) at 1-800-951-6289.
For technical support with PRIMS, contact 901-874-2229, option 3.

- [PRIMS Login Help](#)
- [E-Mail Prims](#)
- [Physical Readiness HomePage](#)
- [Echelon II Report Summaries](#)

This is an official US Navy Web Site.

**NOTICE: ON 1 OCT 2004 THIS WEB SITE WILL
ACCEPT A DOD PKI CERTIFICATE FOR ACCESS**

Joint Medical Executive Skills Program

- <http://nshs.med.navy.mil/eme2/home.asp>
- Commanders of military treatment facilities must possess certain administrative competencies before assuming their command positions. The primary effort focuses on a group of 40 executive competencies that represent the minimum unique skill set healthcare executives must possess.



COMPETENCIES

Military Medical Readiness Competencies

- Medical Doctrine
- Military Mission
- Joint Operations/Exercises
- Total Force Management
- NDMS Management/Department of Veterans Affairs Role
- Medical Readiness Training
- Contingency Planning

General Management Competencies

- Strategic Planning
- *Organizational Design*
- Decision Making
- Managing Change and Innovation
- Leadership

Health Law and Policy Competencies

- *Public Law*
- Medical Liability
- *Medical Staff By-Laws*
- *Regulations*
- *External Accreditation*

Health Resources Allocation and Management Competencies

- *Financial Management*
- Human Resource Management
- Labor-Management Relations
- Material Management
- Facilities Management
- *Information Management*

Ethics in the Health Care Environment Competencies

- *Ethical Decision-Making*
- *Personal and Professional Ethics*
- Bioethics
- *Organizational Ethics*

Individual and Organizational Behavior Competencies

- Individual Behavior
- Group Dynamics
- Conflict Resolution
- Communication
- Public Speaking
- Public and Media Relations

Clinical Understanding Competencies

- *Epidemiological Methods*
- Clinical Investigation
- *Integrated Health Care Delivery Systems*

Performance Measurement Competencies

- *Quality Management*
- Quantitative Analysis
- *Outcome Measurements*
- *Patient Safety*





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[Course Catalog](#)
[Distance Learning](#)
[NITRAS Validation](#)

PERSONAL	COMPETENCIES ATTAINED	POSITIONS	CERTIFICATIONS	COURSES	EDUCATION	OPTIONS	LOG OUT
VIEW YOUR PERSONAL INFORMATION	VIEW COMPETENCIES THAT YOU HAVE EARNED & THAT ARE REMAINING TO QUALIFY	VIEW/MODIFY POSITIONS YOU HAVE HELD	VIEW/MODIFY YOUR PROFESSIONAL CERTIFICATIONS	VIEW/MODIFY YOUR MILITARY INSTRUCTION	VIEW/MODIFY YOUR CIVILIAN EDUCATION	CHANGE PASSWORD	END YOUR SESSION

Important! Please take the time now to enter (or update) your Positions, Certifications, Courses, and Education information by clicking on the appropriate tabs above. If you are a new user, these fields will be empty until you do so!

Personal Information

Social Security Number:

Name (Last, First, MI):

Current Duty Station:

PRD:

Rank:

Designator:

Please enter your email address so that we can contact you regarding your achievements.

Email:

Update

Summary of Competencies Attained and Awarded

QUALIFICATION LEVEL	COMPETENCIES ACHIEVED	COMPETENCIES REQUIRED	AQD	AQD QUALIFIED	AQD AWARDED
CO MTF	29	40	BSA	<input type="checkbox"/>	<input type="checkbox"/>
XO MTF	29	40	BSA	<input type="checkbox"/>	<input type="checkbox"/>
TriCare Lead Agent	29	40	BSA	<input type="checkbox"/>	<input type="checkbox"/>
TriCare LA Sr. Staff	29	40	BSA	<input type="checkbox"/>	<input type="checkbox"/>
Managed Care Coord.	14	15	BSG	<input type="checkbox"/>	<input type="checkbox"/>

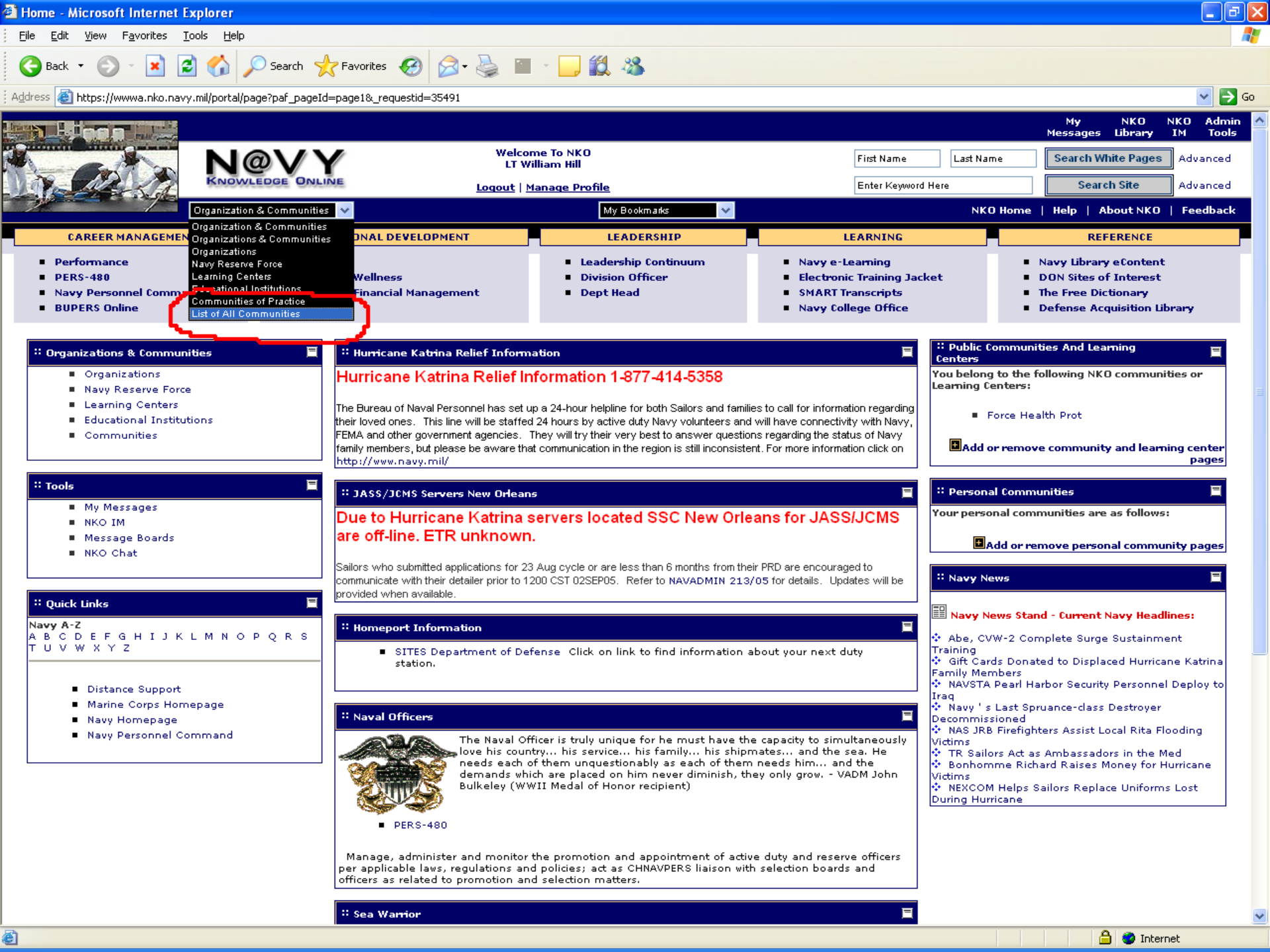
* This AQD requires 1 year Managed Care Coordinator experience, contact your detailee if you think you qualify.

Please contact [Dinabu JMESP](#) or visit [JMESP](#) web site for detailed information on this program.

Medical Staff Homepages

- Access through Navy Knowledge Online (NKO)
- <http://www.nko.navy.mil/>
 - Select “List All Communities”
 - Communities of Practice (left column)
 - Dental Corps
 - Medical Corps
 - Medical Service Corps
 - Nurse Corps





Medical Service Corps Homepage

- Lots of career information
 - History of the corps, Director's brief, MSC E-Report, career planning / matrices, education / training programs, FAQs, DUINS, lineal list, special pays, licensure, links to community websites, specialty leaders, etc.





N@VY

KNOWLEDGE ONLINE

Welcome To NKO
LT William Hill

[Logout](#) | [Manage Profile](#)

Organization & Communities

My Bookmarks

[NKO Home](#) | [Help](#) | [About NKO](#) | [Feedback](#)

CAREER MANAGEMENT

PERSONAL DEVELOPMENT

LEADERSHIP

LEARNING

REFERENCE

MEDICAL

- Navy Medicine
- Senior Executive Medicine
- PSLO Program Page
- Navy Environmental Health Ctr
- Graduate Medical Education
- Specialty Leader NKO Page
- Medical Service Corps
 - Environmental Health Officer
 - General Health Care Admin
 - Research Psychology
 - Social Work
 - Medical Technology
 - Physician Assistant
 - Optometry
 - POMI
 - Pharmacy
 - Industrial Hygiene
 - Radiation Health
 - Aerospace Experimental Psychology
 - Facilities Planning & Project
 - Research Physiology
 - Occupational Therapy
 - Clinical Psychology
 - Aerospace Physiology
 - Education & Training Mgt
 - Audiology
 - Healthcare Information Systems
 - Patient Administration
 - Microbiology
 - Biochemistry & Toxicology
 - Operations Research
 - Education and Training Management (ETMS)
 - Entomology
 - Physical Therapy
 - Dietetics & Food Management
 - Medical Logistics
 - Manpower & Personnel

MEDICAL > MEDICAL SERVICE CORPS

EMAIL PAGE

MSC Leadership Message



Director, Medical Service Corps

Rear Admiral B. G. Brannman, Director, Medical Service Corps;
Commander, Navy Medicine West/Naval Medical Center San Diego

- Rear Admiral Brian G. Brannman

Reserve MSC Leadership



Deputy Director, Reserve Affairs

Rear Admiral D. L. Maserang, MSC, USNR

- Rear Admiral David L. Maserang, MSC, USNR

Medical Service Corps

- About Us (M00MSC)
- Director's Brief
- Director's Email (Sign-up/Archives)
- M00MSC Office-Staff

Reserve Affairs

- AT Pointers
- Information for Employees Entering Military Active Duty
- Procedures for Becoming a Selected Reservist (Drilling Reservist)
- Reserves Specialty Leader's Roster

MSC Special Interests

- 2004/2005 Retirement List
- AQDs
- Detailers
- Frequently Asked ?s (FAQs)
- FY 05 DUINS Selectees
- FY06 Promotion Zones
- MSC Lineal List
- Selection Boards
- Special Pays

Career Planning

- Career Planner
- Career Tools
- Community Manager
- Education & Training Matrix
- Executive Career Matrix
- Executive Career Text Guide
- Medical Department Career Matrix (General)
- Mentoring Toolbox
- MSC Regional Network Program

What's New(s)?



NEW

MSC E-Report Sep 05

HOT!

NEW FY06 MSC DUINS Opportunities (Please review! The application dates have been extended). It is not too late to apply!!

- NEW MSC Licensure/Certification Policy
- NEW NEPMU 2 Article
- NEW FY 06 SEM Board Results

"Doing Great Things"

Augmentation USNR → USN

No longer necessary to augment

- NAVADMIN 200/05
<http://www.npc.navy.mil/NR/rdonlyres/4308A55D-47A5-4A27-BA07-170FC762EC16/0/NAV05200.txt>
- SUBJ / IMPLEMENTATION OF THE TRANSITION OF THE ACTIVE DUTY LIST NAVY AUTHORIZATION ACT DIRECTS THAT ALL RESERVE OFFICERS CURRENTLY ON THE ACTIVE DUTY LIST (ADL) WHO MEET STATUTORY REQUIREMENTS BE TRANSITIONED TO REGULAR STATUS BY 1 MAY 2006.



Tips

- Things are constantly changing
 - Websites, instructions, POCs, guidelines, etc.
- Old websites with old information
 - Type this into Explorer address bar to determine when the website was last updated; does not work with all websites; can be saved as a link.
 - `javascript:alert(document.lastModified)`



More Tips

- Read e-mail, presentations and briefs from directors, detailers, specialty leaders, board members, and mentors about career planning, etc.
- Have a 1, 3, and 5 year career plan
 - assignments, job roles, education
 - training, experience, and personal needs
 - seek out ways to fulfill these needs



Yet More Tips

- FITREPS should show results, reflect your accomplishments and demonstrate leadership in your:
 - primary role, professional duties, collateral duty assignments
 - Navy, professional, and community organizations
 - commitment to excellence and continued professional and personal growth and development.



Still More Tips

- Use document scanners to convert documents to .tiff or .pdf files that can be sent via e-mail to update ODC/OSR and also to boards.

Documents are received instantly when sent from any location.

- SRD can assist
- IM/IT can install scanner/viewer software



Additional Links

- Navy Performance Evaluation System
BUPERSINST 1610.10A (20 Sep 2005)
 - http://buperscd.technology.navy.mil/bup_updt/upd_CD/BUPERS/INSTRUCT/161010.PDF (still links to old instruction as of 11/2/05)
 - http://buperscd.technology.navy.mil/bup_updt/508/Instructions/161010/161010.htm
- PERS Codes (websites, POCs)
 - <http://www.npc.navy.mil/AboutUs/GeneralInfo/PersCodes.htm>
- Navy Forms Online
 - <http://forms.daps.dla.mil/>
- U.S. Naval Register (search by name, lineal number)
 - http://buperscd.technology.navy.mil/bup_updt/upd_CD/BUPERS/Register/RegOpenMenu.html



Final Notes

- Your record is a reflection of you and your attention to detail
- Maintaining your record takes time
- ***Don't procrastinate***
- May reflect poorly to a board when you mail several documents or documents that should have been in your record long before the board convened



QUESTIONS?



Healthcare for Fleet

Good Luck
Thank
You



Healthcare for Fleet

- For a copy of this presentation, e-mail me at:
 - HillW@nhhyoko.med.navy.mil





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